

**COMMUNITY RESOURCES OF SANGAMON COUNTY**

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*Springfield, Illinois 62703*

*217-535-3120*

<http://co.sangamon.il.us/departments/a-c/community-resources>



**DEPARTMENT OVERVIEW – August, 2019**

**Mission Statement**

The Sangamon County Department of Community Resources strives to improve the quality of life for people in-need in Sangamon County through department programs, services and referrals that promote economic stability and/or self-motivation.

**Low Income Home Energy Assistance Program (LIHEAP)**

The LIHEAP program is designed to assist low-income households with winter energy services. A one-time benefit is provided to eligible households to be used for energy bills. Community Resources served approximately 3,863 households in program year 2018 with LIHEAP, PIPP and furnace assistance.

Beginning October, priority appointments for seniors and people with disabilities are made over the phone (217-535-3120) Mondays through Friday from 8:30 a.m. – 5:00 p.m. In November, the aforementioned groups as well as disconnected households and households with children under 6 years may call for appointments. Beginning in December, appointments for previous and all other income-eligible families may be made by phone Mondays through Friday. Copies of gas and electric bills, disconnect notices (if applicable), social security cards for everyone in the home, and proof of household income from the last 30 days are required to determine eligibility.

**Income Guidelines for LIHEAP**

**2020**

Family Size	30-Day Income	Annual Income
1	\$1,561	\$18,735
2	\$2,114	\$25,365
3	\$2,666	\$31,995
4	\$3,219	\$38,625
5	\$3,771	\$45,255

For families with more than 5 add \$553 for each additional person.

**Illinois Home Weatherization Program (IHWAP)**

IHWAP provides energy conservation services (such as attic and wall insulation, caulking, glazing, weather stripping etc.) to income eligible clients based on income for the preceding twelve months for all members in the household. Furnace tune-ups, retrofits and repairs are included with dollar limits for all work done. (A computerized energy audit is done to determine what items can be accomplished within the limit.) In 2019, we anticipate weatherizing 65 homes. Calls to be added to the Weatherization waiting list may be made at any time. Currently, there is a 1-2 year wait.

**Weatherization Income Guidelines (Same as LIHEAP)**

	<b><u>2020</u></b>	
Family Size	30-Day Income	Annual Income
1	\$1,561	\$18,735
2	\$2,114	\$25,365
3	\$2,666	\$31,995
4	\$3,219	\$38,625
5	\$3,771	\$45,255

For families with more than 5 add \$553 for each additional person.

**Low-Income Sewer Assistance Program**

Beginning October 1, 2018 until May 30, 2019 or when funds have depleted, income-eligible Sangamon County Residents living in the Sangamon County Water Reclamation District, may qualify for a one-time sewer rebate of \$90.00 in program year 2018-19. Sangamon County residents in the Sangamon County Water Reclamation District may call 535-3120 for an application any day during business hours until funds are depleted.

Beginning October, families with LIHEAP appointments are also offered the sewer rebate if customers of the SCWRD.

**Who is eligible?**

You are eligible if you can answer yes to all of the following questions:

- You live within the limits of the Sangamon County Water Reclamation District in 2018-19 and have a current SCWRD sewer bill to submit.
- The 30-day gross income of your household, previous to the appointment, did not exceed the following:

**Income Guidelines for Sewer Rebate – (Guidelines same as LIHEAP)**

	<b><u>2020</u></b>	
Family Size	30-Day Income	Annual Income
1	\$1,561	\$18,735
2	\$2,114	\$25,365
3	\$2,666	\$31,995
4	\$3,219	\$38,625
5	\$3,771	\$45,255

For families with more than 5 add \$553 for each additional person.

### **What is “Gross Income of Household”?**

This is the income received by EVERY member of your household (related or not) in the previous 30 days before your appointment who was at least 18 years old. This includes but is not limited to wages, salaries, gross amounts of pensions and annuities, retirement benefits, Social Security benefits, unemployment, TANF, disability, child support, general assistance and any other form of income.

### **What Documents are Required?**

For all members of your household we require:

- Photo I.D. for Head of Household.
- Most recent utility bills reflecting sewer charges.
- Social Security cards for all members of the household.
- Any medical cards.
- Documentation for all sources of income for all household members over 18 years old. Copies of pay stubs or proof of income for the past 30 days for anyone in the household that is over 18 years of age.

If no income has been received, applicant and all household members over 18 years of age must provide one of the following documents:

- Denial letter for social security benefits.
- Denial letter for unemployment benefits.
- Denial letter for workman’s compensation.
- Medical card (copy of front and back) with clients name on it.
- Proof of application for food stamps, cash/medical.

### **Community Services Block Grant (CSBG)**

CSBG is designed to provide services that assist low-income people to attain the skills, knowledge, and motivation necessary to achieve self-sufficiency.

Components of the program include:

- Housing Assistance: for FT employed people (30 hours or more per week) and those on disability who have experienced a circumstance out of their control). The agency Wednesday financial literacy workshop is required before eligibility to call for an appointment. (There may be evening financial literacy classes offered on Mondays.) A second family support and goal setting workshop is required on the Tuesday after the appointment. If applicant is employed and schedule conflicts with the workshop, arrangements will be made to meet the requirement.
- Emergency Services (work clothing, car repair, re-certification test fees for FT employed people)
- Scholarships for higher education in high-growth career sectors for adults and high school seniors.
- C.N.A., Phlebotomy and P.C.A. funded courses may also offer transportation assistance.
- GED Test Funding Assistance through Lawrence Education Center and LLCC GED Education Program.
- High School Summer School Tuition Assistance
- Financial Literacy Workshops

**2019 CSBG POVERTY INCOME GUIDELINES**

<u>Household #</u>	<u>125% Poverty 90 Days</u>	<u>125% Poverty Annual</u>
1	\$ 3,903.00	\$15,613.00
2	\$ 5,284.00	\$21,138.00
3	\$ 6,666.00	\$26,663.00
4	\$ 8,047.00	\$32,188.00
5	\$ 9,428.00	\$37,713.00
6	\$10,809.00	\$43,238.00
7	\$12,191.00	\$48,763.00
8	\$13,572.00	\$54,288.00

For family units with more than 8 members, add \$1,381.25 for each additional member for 90 days.

Programs offered in 2019 to increase family self-sufficiency include:

- financial literacy workshops
- life skills/goal setting workshops
- scholarship assistance for training/education in high-growth employment sectors
- increased customization of LLCC C.N.A. training courses to better ensure participant success by integrating a two-week “College-Ready Academy” based around life skills and teamwork.
- Funding for 4 week Personal Care Assistant and 8 week C.N.A. program in partnership with Fishes and Loaves Outreach Ministries.

**Employment Through Education – LLCC Certified Nursing Assistant Program**

In partnership with LLCC, students are selected for 1 cohorts each year to attend 8-week pre-C.N.A. and C.N.A. modules. There is no cost to students selected for the program. CSBG funding provides all tuition, books, supplies, uniforms and certification exam. Interested persons should contact LLCC at 786-2069. The pre-C.N.A. module consists of College Success Skills, Keyboarding, ALEKS Math and Pre-Healthcare. Each student is required to meet at least bi-weekly with an agency Family Support Specialist through the program and submits travel forms for re-imburement at a rate of \$7.50 per day. Once the program is completed, 12.5 college credits have been earned by each student. Once the certification test is taken and successfully passed, each certified C.N.A. is expected to seek and find employment and communicate with Community Resources regarding C.N.A. employment.

## **Employment Through Education – Fishes and Loaves Outreach Ministries**

### **Personal Care Assistant and Certified Nursing Assistant Program**

The admission process at FLVLC Institute is selective. Generally, applicants for the training center must demonstrate that they will be able to benefit from the vocational training programs and/or adult continuing education classes in which they are enrolled. The specific goal of the vocational training programs is to prepare applicants for employment or to enhance their employability. Job placement is the desired outcome of all programs, and job placement services are available free of charge to applicants.

The Fishes and Loaves SMART MOVE program has identified a pool of clients who are interested in working as Personal Care Attendants. The focus of this class is to prepare individuals to obtain entry-level employment. The information and skills presented are needed to provide personal care and homemaking skills to individuals and families in the home environment. This class is a preparatory, pre-employment/pre-bridge readiness class for adults interested in entry-level health care careers. Once individuals are employed employers provide a complete orientation and review of information and skills needed to be a Personal Care Attendant.

The CNA program is a 7 week course inclusive of 124 hours of Basic Nurses Aid Training (82 hours of theory and 42 hours of clinical). We serve students who demonstrate a 8.5 Reading level and a 5.0 math level. The morning classes are from 8:00am to 12:00pm; night classes are from 4:00pm to 8:00pm.

### **GED Test Funding Assistance**

In partnership with LLCC and Lawrence Education Center (LEC) Community Resources provides up to \$120.00 for the four parts of the new GED test beginning January 1, 2014, to students who have passed the GED practice tests and are referred to Community Resources by LLCC or LEC instructors.

### **Weekly Financial Literacy Workshops**

*(Required for Housing Assistance and Employment Supports callers)*

Take advantage of the Financial Education Workshops offered by area professionals every Wednesday from 9:00 – 12:00 at the Sangamon County Department of Community Resources. You will learn ways to help you live within your means and manage debt so it doesn't manage you. You will also learn how to develop a spending plan that will help you reach your goals and better manage your credit. In addition, you'll learn why banks and credit unions are a great choice for your money, and be shown how to manage expenses if you have children and other tips on deductions you may be able to take on your taxes. Calls to reserve a seat on Tuesdays for Wednesday classes. Walk-ins welcome if space allows. No late arrivals over 10 minutes will be allowed to participate that day and must attend another day.

For persons who work and cannot attend the day class, an evening Financial Literacy Workshop may be held 2 Mondays each month from 5:15 p.m. to 7:30 p.m.

## CSBG SLICE Scholarship Program OVERVIEW

- Scholarship applications are available from Community Resources in February and due by the first Friday in May for July-August awards.
- Scholarships are awarded in July of each year.
- Awards range from \$500 to \$3,000 per year.
- Funding may be used for tuition, and books and fees.

### Requirements

- Applicants must have a B Average if enrolled in an area **other** than the areas listed below. **Otherwise, your educational/training program must be in a designated area as determined by local labor market statistics.**

### **2020 Approved Career Training Areas include:**

- Accounting
- Arch & Construction Certificate or Degree
- Associate Nursing Degree
- Associate Radiography Degree
- Auto Body Repair Certificate
- Auto Body Tech Degree
- Automotive Technician Certificate or Degree
- Aviation Airframe Tech Certificate
- Barber/Cosmetology Certificate
- Basic Nurse Asst. Certificate
- Biology
- Business Administration
- Business Degree
- CDL – Truck Driving
- Certified Logistics Technician
- Certified Nurse Assistant
- Certified Production Technician
- Clinical Lab Science
- Commercial Electrical Maintenance Degree or Certificate
- Communication
- Computer Technician Specialist Certificate
- Criminal Justice
- Electrical Distribution Lineman Degree
- Electrical Distribution Lineman Maintenance Certificate
- END (Electroneurodiagnostic/Electroencephalographic Tech)
- HVAC
- Licensed Practical Nurse
- Management
- Medical Assisting Program
- Networking Admin or Tech Degree or Certificate
- Office Professional Degree\* selective enrollment
- Registered Nurse
- Respiratory Care Degree
- Surgical Tech

1. Complete the application process to determine eligibility
2. Be a resident of Sangamon County
3. Demonstrate financial need
4. Be accepted for full time enrollment at an accredited Illinois College, University, or vocational school
5. Must submit all required documents: (a) Application, (b) Photo ID, (c) Social Security Cards, (d) Household income for the past 90 days.
6. Maintain a “C” Average
7. Three letters of reference
8. Be a full-time student
9. Written paragraph about most rewarding experience.
10. ACT Score if available
11. Second interview – meet with scholarship committee.

### **Application Process**

- Applications available in February on line or call 535-3120
- Two categories of applications – Graduating H.S. Seniors and Adults
- Completed applications due to SCDCR by the first Friday in May.
- Applicant is called by staff to attend an appointment determine if income eligible.
- Applicant is called again to schedule and attend an interview with the CSBG Scholarship committee.

### **Awards**

- Based on GPA and need. Other funding also considered such as MAP (tuition) and PELL (tuition and room and board) grants from your Student Aid Report (SAR).
- Awards per year range from \$500 - \$3,000.

### **Other**

- Awards only for short-term training, Associate’s or Bachelor’s degrees.
- Must submit grades each semester.

### **Scholarship Application Outreach**

- Applications are sent to all H.S. and colleges in Springfield
- Press release published in local media outlets in January of each year.

## **Major change in approach to CSBG services which began in 2015:**

Because numerous customers return every year for services, programs in 2019 will again be written to better assist in gaining self-sufficiency or stability. Providing services to those in most need due to circumstances out of their control and those who wish to participate in family self-sufficiency will be the agency priority again in 2019 and beyond.

Certified Family Support Specialists (FSS) will offer eligible customers opportunities in the form of appointments centered around goal setting, agency services and community partner referrals to use when a service is provided. *Customers who do not follow through with referrals and obtain tools to progress toward self-sufficiency will be ineligible for services until they can verify progress toward self-determination.* Services provided will be incentivized with opportunities to set goals for self-improvement through FSS appointments, short term training, job-search workshops and assistance, financial literacy workshops and volunteer opportunities.

Programs to continue in 2019 to increase family self-sufficiency or stabilize families will include that :

- All callers for Housing Assistance appointments must have first attended the 3-hour financial literacy workshop on Wednesdays from 9:00 a.m. – 12:00 p.m. or designated Monday evenings before applying for this service. Calls for rent/employment support appointments may be made on Fridays of each month (pending availability of funding) with appointments held on the following Monday. (The next time customers call for a housing or employment support service and are eligible, they must show evidence of further progress toward self-sufficiency to verify self-determination.) Assistance for working families is up to \$600 and \$500 for disabled.
- After attending the financial literacy workshop and Monday housing assistance appointment, applicants must attend the Tuesday Family Life Skills/Goals Setting Workshop to be held each Tuesday of every month from 9:00 a.m. – 12:00 p.m. If verifiable work schedules conflict with the workshop, applicant may be excused.
- Housing Assistance is defined as households who face eviction due to extenuating circumstances out of their control. Emergency examples are fires, floods, tornados. Families with children will be the priority for the emergency rent program. Other Housing assistance is defined as households who need rent or mortgage if current circumstances out of their control and put them at risk for eviction (guardians of children whose parents are incarcerated, divorce, death of a spouse, job loss, bills from illness).
- Able-bodied parents of children who are on disability and are not working are not eligible for housing assistance and will be referred to job search, education, organizations that need volunteers, financial literacy workshops, etc. programs to complete. If parent calls again and receives appointment, he/she must show evidence of a certificate(s) or other progress toward self-sufficiency to receive rent. Otherwise, he/she will be ineligible for CSBG services until progress is verified by documentation. Progress is determined by case manager and coordinator. Housing assistance eligibility is every 24 months unless approved by Executive Director.
- Emphasis on credit repair in weekly 3-hour Financial Literacy workshops and monthly Lunch Hour Credit Counsel Workshops.
- High school summer school financial assistance to students who need required courses to graduate.
- Increased Family Support assistance and incentives for reaching set goals.

**SEE NEXT PAGE FOR SCHEDULE OF APPOINTMENTS OR CALL 535-3120**

## 2019 Community Services Block Grant Programs

Must have appointment to obtain services listed below by calling 535-3120. Appointment call-in days for each service are listed in the chart. No walk ins will be taken.

<i>Program/Service</i>	<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>
<b>Housing and Emergency Services</b> (Rent/mortgage assistance, car repair, work clothing, certification test fees)	Housing and Emergency Services appointments held.	Family Life Skills/Goal Setting Workshop held 9:00 a.m.-noon	Financial Literacy Workshop 9:00 am-12:00 pm		Call-in day is Fridays unless the next Monday is a holiday.
<ul style="list-style-type: none"> <li>GED vouchers</li> </ul>	These appointments will be held as needed when time is available seasonally or throughout the year by any FSS staff available.				
<b>Summer School Tuition Assistance</b> (In 2018, classes held mid-June to late July.)	Calls taken any time after June 1. Appointments to be held on Thursday mornings beginning early June - late July.			Summer School Appts. Thursdays Early June-Late July.	
<b>Scholarships</b>		Scholarship Intake Appts Thru 5/30.	Applications due on Friday, May 3. Appointments held on 2nd-3rd Tuesdays beginning mid-May		
<b>Summer Recreation and After School Art School</b>		Call in for Wed. appts	Art camp appts		
<b>Max-Out Summer Recreation Basketball Camp at Lanphier H.S./week in early June</b> <b>Nike Basketball Camp in August</b>	7:30-9:30 on- site registration Dates TBA	7:30-9:30 on- site registration	7:30-9:30 on-site registration		
<b>Junior Leadership Opportunities</b>	Call agency and talk to CSBG Coordinator.				
Family Self-Sufficiency (Family Functioning/Goal Setting) Required for all eligible Housing and Employment Support	<u>Initial appointments</u> -90+-min. duration or attend workshop. <u>Follow up appointments</u> - 30+ minute duration Incentives awarded when reach short and long-term goals.		Case management appointments		Case management appointments
<b>Certified Nursing Assistant Training</b> <i>LLCC: 18-week C.N.A. course</i> <i>Fishes and Loaves Outreach Ministry: 7-week C.N.A. course, 5-week Personal Care Assistant program.</i>	Call LLCC at 786-2069 or Fishes and Loaves at 529-3333 for information. All enrolled students required to meet regularly with SCCR Family Support Specialist.				
<b>Financial Literacy Workshops</b>	May be offered Monday evenings from 5:15-7:30 p.m. for individuals unable to make the Wednesday class		Wednesdays – 9:00 a.m. – 12:00 p.m.		
<b>Family Functioning/Goal Setting Workshop with:</b> <ol style="list-style-type: none"> <li>The Parent Place</li> <li>Pure Haven Family Resource Center</li> <li>Primed for Life</li> </ol>	Workshop held Tuesdays (Pure Haven – Thursdays) from 9:00-12:00 after Housing/Emergency Services Appointments held on Mondays. Goal Setting second hour and a half. Required of Housing/Emergency Services eligible applicants.				